



HER RESOURCES

A collection of resources designed to provide practical tools for women undergraduate students.

Professional Development During COVID-19

No one saw this coming and six months ago, no one had anticipated that their classes would be remote, their summer programs/internships would be in jeopardy, and their research/full time positions would be put on hold. This is a strange and uncertain time for us all, leaving students everywhere to wonder if there is anything that they can control right now, or do to enhance their careers. In this issue of *Her Resources*, you will receive insightful tips on how to maximize your career development while social distancing during the COVID-19 era.

"I'VE REALLY BEEN TAKING THIS TIME TO PLAN FOR MY FUTURE AND APPLY TO SCHOLARSHIPS TO HELP PAY FOR MY HOUSING IN THE FALL. IT REALLY GIVES ME HOPE DURING SUCH UNCERTAINTY TO THINK ABOUT COMING OUT OF THIS AND ENTERING INTO A BETTER SITUATION."
- ACCOUNTING AND ANALYTICS MAJOR



Tools

1

Take this time to update your resume . The resume is your introduction tool; it's what gets you the interview or the follow-up email. Use this time to make sure that your resume is visually appealing and that it contains all of your recent accomplishments. Alongside updating your resume, take a moment to see where your strengths and weaknesses are in terms of your experience and skills. Are these experiences and skills that you can get virtually?

3

Practice virtual interviewing. Now that physical interviews are not possible, companies will be forced to go off of phone interviews and visual Skype/Zoom interviews. Try practicing by recording yourself over zoom. Again, contact your career center - many are offering virtual mock interviews during this time.

5

Gain new skills. In the digital age, information is at your disposal. Use this time to learn a new scientific software that you can put on your CV or start learning a computer programming language that you can list under the skills section of your resume. Attend a virtual seminar or webinar; these can be listed on your resume/CV as well. Use this time to learn something new or obtain a certification license on a software.

2

Apply to open positions and scholarships. Use job-search sites and networking tools such as LinkedIn to find open positions - don't be scared if you can't find the job that you're looking for. This is the time of extreme flexibility, but it might also be an opportunity for you to apply to a job that is a bit out of your comfort zone or allows you to explore a new interest.

Additionally, contact your universities career center; they probably have a list of remote hiring positions. While the job hunt might be more difficult, there are still many foundations that are providing scholarships at this time. If the internship search won't budge, try giving scholarships a try. If you're a rising senior, start looking into graduate scholarships and fellowships such as [Fulbright](#), [Truman](#), [Gate Cambridge](#), or the [Rhodes](#).

4

Network. This is something that can be done well virtually through cold emails, LinkedIn tools, and attending virtual conferences. Email professors from other universities and ask if you can do research remotely. Plan a virtual event for younger students within your community and reach out to some of your own personal role models to see if they can spare the time to speak. This is the time to reach out as most people spend the day on their laptops anyway. Take advantage of this.

Tips inspired by - "[Advice for College Students: How to Maximize Your Career Development During COVID-19](#)" by Katherine Marianacci | Nace

Further Reading

"[How Students Can Get Ahead During the COVID-19 School Shutdown](#)" by Christopher Rim | Forbes

"[How to Job Search in the Age of COVID-19, According to a Career Coach](#)" by AMelody Wilding |

ForbesWomen

A note from the author

Right now, it feels like everything is uncertain and stressful. Flexibility and patience are key in moving forward. Don't think of these few months as a stop, think of them as a pause and remember that they're will be more opportunities on the other side. If you can, take this time to work on yourself in both your professional and personal development. Remember that your amazing career path is not gone; it's only the beginning. -Kaitlin Gili, CEO